

**DELHI CHARTER TOWNSHIP  
MINUTES OF THE PLANNING COMMISSION HELD ON JANUARY 14, 2019**

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The Delhi Charter Township Planning Commission held a regular meeting on Monday, January 14, 2019, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Commissioner Berry called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Members Present: Kimberly Berry-Smokoski, Patrick Brown, Rita Craig, Fredric Ford, Michael Goodall, Matthew Lincoln, Ken O'Hara, Orlando Todd, Betsy Zietlow

Members Absent: None

Others Present: Tracy Miller, Director of Community Development  
Noelle Tobias, Planning & Zoning Secretary

**AMENDMENTS TO THE AGENDA: None**

**APPROVAL OF THE NOVEMBER 26, 2018 PLANNING COMMISSION MINUTES**

**Goodall moved and Lincoln seconded to approve the November 26, 2018 meeting minutes.**

A Voice Poll was recorded as follows: All Ayes

Absent: None

**MOTION CARRIED**

**PUBLIC COMMENT (Non-Agenda Items):**

None.

**PUBLIC HEARING, CASE #18-287, 2155 Delhi NE, 33-25-05-14-426-002, SPECIAL USE PERMIT TO ALLOW A VEHICLE MAINTENANCE OPERATION**

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Ms. Miller reviewed the staff report for this case. She explained that during a code enforcement case violation inspection, for junk and junk vehicles, it was discovered that the property was being used as a Vehicle Maintenance Operation. This property is zoned IA: Industrial Assembling District. In the IA zoning district, a Special Use Permit (SUP) is required for this type of use. The junk violations at the site have been cleaned up. There are not currently code violations. However, a SUP is required to bring the property into zoning compliance for the Vehicle Maintenance Operation use. Staff suggests that, if the Planning Commission recommends approval to the Township Board, a few conditions be stipulated. Ms. Miller reviewed each of the recommended conditions, and their basis, with the Commission.

Jeff Latifi, the owner of the property, was present.

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Brown asked about the greenbelt condition . Specifically, he wanted to know how long the greenbelt would be. Ms. Miller indicated that this property only has a small amount of road frontage on Delhi NE Street, so it would not be very long, but that it would help to alleviate some of the concerns raised in the letter submitted by the nearby property owner. The property between Depot Street and the subject parcel is owned by the Railroad, so no greenbelt is required there.

Lincoln asked if the code enforcement issues would be allowed if this SUP request if granted. Ms. Miller stated that these violations would not be permitted, as they are nuisance ordinance violations.

Ford asked about the applicant washing vehicles and would there be a concern with chemicals getting into the storm water. Ms. Miller indicated she suggested a condition that would require the applicant to make sure all that all wash water go to the sanitary sewer system, in a manner consistent with the Sewer Ordinance. Mr. Latifi stated that they would not be washing the vehicles at this site. He would be taking them to an offsite car wash for that.

O'Hara asked if the owner occupied the entire parcel or if there were other businesses on site. Mr. Latifi indicated that he solely occupies the subject parcel.

Public Hearing Opened at 6:44 PM

None

Public Hearing Closed at 6:45 PM

**RECOMMENDED MOTION**

**Brown moved, seconded by Lincoln, to recommend to the Township Board approval of SUP 18-287 to permit a vehicle maintenance operation at 2155 Delhi NE Street (33-35-05-14-426-002), in the IA: Industrial Assembly zoning district, with the listed conditions below pursuant to Section 5.10.4(4). The Planning Commission has reviewed the "Basis for Determination for Granting a Special Use Permit" and has found that the general and specific standards outlined in Sections 8.1.3 have been satisfied and that those findings are accurately reflected and fully incorporated into this motion and the official meeting minutes and the document titled "Basis for Determination for SUP 18-287" dated January 9, 2019 is hereby adopted. The following conditions to apply:**

- 1. The activities authorized by this SUP for a vehicle maintenance operation shall be limited to vehicle detailing (cleaning), and changing body panels, tires, and wheels. There shall be no mechanical repair or maintenance of vehicles conducted on the property. No vehicle painting is permitted.**
- 2. The activity authorized by this SUP shall occur only in "building B", as shown in Figure 1 of the staff report dated January 9, 2019 prepared for this request. All authorized activities must occur within the fully enclosed building. All washing, cleaning and service of vehicles must occur within the fully enclosed building. All wash water must enter the sanitary sewer system, in a manner consistent with the Sewer Ordinance.**
- 3. The "building B" overhead door must remain closed at all times.**

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4. No wrecked, dismantled, other derelict vehicle, or junk or junk vehicles shall be permitted to be kept at the site. If these items are discovered to exist, it will be considered a violation of this SUP, in addition to any other applicable Township Ordinance.
5. Provided they do not otherwise violate the conditions of this SUP, customer vehicles may be parked on-site when they are actively being worked on, but not longer than 60 days. No long-term storage of customer vehicles may occur outdoors on the property.
6. All operations must comply with all applicable State of Michigan requirements and/or licensing.
7. A Greenbelt, conforming to the requirements of Section 6.10.1.6 of the ZO, must be installed along Delhi NE Street. The landscape plan for this Greenbelt shall be submitted to the Director of Community Development for review and approval. Once approval has been obtained, required landscaping shall be installed per the approved plan. This shall occur no later than June 30, 2019.
  - a. All required landscape plantings and areas shall be cared for to ensure their health and attractive appearance. This shall include ensuring that the areas are free of weeds, that plant materials are healthy, that specimens are replaced within the next planting season when they are damaged or die and that there is appropriate mulch or ground cover.

**A Roll Call Vote was recorded as follows:**

**Ayes:** Berry-Smokoski, Brown, Craig, Ford, Goodall, Lincoln, O'Hara, Todd, Zietlow  
**Nays:** None  
**Absent:** None  
**Abstain:** None

**Discussion:** None.

**MOTION CARRIED**

A Voice Poll was recorded as follows: All Ayes

Absent: None

**GENERAL DISCUSSION AND UPDATES**

There was general discussion about that status of ongoing projects.

**ADJOURNMENT**

Meeting adjourned at approximately 7:00 PM

Date: \_\_\_\_\_

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Rita Craig, Secretary

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